**MOTIVE PROJECT**

**Project No. 609781-EPP-1-2019-IT-EPPKA2-CBHE-SP**

**“Monitoring Trends in Vietnamese graduates’ Employment”**

**PROJECT’S KICK-OFF MEETING**

**BOLOGNA, 24-27 FEBRUARY 2020**

**Hotel NH Bologna De La Gare**

**Meeting Room: “Garisenda B”**

**Piazza XX Settembre, 2, 40121 Bologna, Italy**

**DRAFT AGENDA**

PARTICIPANTS

**PROGRAMME COUNTRIES**

**1.Consorzio Interuniversitario AlmaLaurea – coordinator (ALMALAUREA), Italy**

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| **2.FH JOANNEUM, University of Applied Sciences (FH JOANNEUM), Austria**  **H:\Internazionale\1.MOTIVEProject-Vietnam\WP 5 Dissemination\WP 5.1 Project website\Partners logos\P2 FH Joanneum.png** | **3.Universitat de Barcelona (UB), Spain**  **H:\Internazionale\1.MOTIVEProject-Vietnam\WP 5 Dissemination\WP 5.1 Project website\Partners logos\P3 UBarcelona logo.png** |
| **4.International Consulting and Mobility Agency (INCOMA), Spain**  **H:\Internazionale\1.MOTIVEProject-Vietnam\WP 5 Dissemination\WP 5.1 Project website\Partners logos\P4 INCOMA logo.png** | **5.Agencia Nacional de Evaluacion de la Calidad y Acreditacion (ANECA), Spain**  **H:\Internazionale\1.MOTIVEProject-Vietnam\WP 5 Dissemination\WP 5.1 Project website\Partners logos\P5 ANECA logo.gif** |

**PARTNER COUNTRY**

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| **6.Hanoi University (HANU), Vietnam**  **H:\Internazionale\1.MOTIVEProject-Vietnam\WP 5 Dissemination\WP 5.1 Project website\Partners logos\P6 Hanu logo.jpg** | **7.Posts and Telecommunications Institute of Technology (PTIT), Vietnam**  **H:\Internazionale\1.MOTIVEProject-Vietnam\WP 5 Dissemination\WP 5.1 Project website\Partners logos\P7 PTIT logo.png** |
| **8.National University of Art Education (NUAE), Vietnam**  **H:\Internazionale\1.MOTIVEProject-Vietnam\WP 5 Dissemination\WP 5.1 Project website\Partners logos\P8 NUAE logo.JPG** | **9.Vietnam National University of Agriculture (VNUA), Vietnam**  **H:\Internazionale\1.MOTIVEProject-Vietnam\WP 5 Dissemination\WP 5.1 Project website\Partners logos\P9 VNUA logo.jpg** |
| **10.Thai Nguyen University (TNU), Vietnam**  **H:\Internazionale\1.MOTIVEProject-Vietnam\WP 5 Dissemination\WP 5.1 Project website\Partners logos\P10 TNU logo.png** | **11.Academy of Journalism and Communication (AJC), Vietnam**  **H:\Internazionale\1.MOTIVEProject-Vietnam\WP 5 Dissemination\WP 5.1 Project website\Partners logos\P11 AJC logo.png** |
| **12.Hanoi University of Home Affairs (HUHA), Vietnam**  **H:\Internazionale\1.MOTIVEProject-Vietnam\WP 5 Dissemination\WP 5.1 Project website\Partners logos\P12 HUHA logo.png** | **13.Hanoi Tourism College (HTC), Vietnam**  **H:\Internazionale\1.MOTIVEProject-Vietnam\WP 5 Dissemination\WP 5.1 Project website\Partners logos\P13 HTC logo.png** |
| **14.Halong University (HALOU), Vietnam**  **H:\Internazionale\1.MOTIVEProject-Vietnam\WP 5 Dissemination\WP 5.1 Project website\Partners logos\P14 HALOU logo.jpg** | **15.Ministry of Education and Training ( MOET), Vietnam**  **H:\Internazionale\1.MOTIVEProject-Vietnam\WP 5 Dissemination\WP 5.1 Project website\Partners logos\P15 MOET logo.jpg** |
| **16.Hanoi Small and Medium Enterprises Association (HanoiSME), Vietnam** | **Associate partner: Ho Chi Minh Open City University (OU), Vietnam**  H:\Internazionale\1.MOTIVEProject-Vietnam\WP 5 Dissemination\WP 5.1 Project website\Partners logos\Ho Chi Minh Open Univ logo.png |

**PLENARY 1**

**24 FEBRUARY 2020**

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| 9.00 - 9.30 | Registration of participants |
| 9.30 – 11.00 | **Welcome address**  **Prof. Marina Timoteo,** AlmaLaurea Director  **Mr. Bui Van Linh,** Director of department of Political Education and Students Affairs **Ministry of Education and Training of Vietnam**  ***Vietnamese partners presentations:***  **HANU: Prof. Nguyen Van Trao**  **PTIT: Prof. Vu Tuam Lam**  **NUAE: Prof. Dao Dang Phuong**  **TNU: Prof. Tran Thanh Van**  **HALOU: Prof. Phan Thi Hue**  **AJC: Prof. Luu Van An**  **VNUA: Prof. Pham Bao Duong**  **HTC: Prof. Trinh Cao Khai**  **HUHA: Prof. Nguyen Ba Chien**  **HanoiSME: Mr. Mac Quoc Anh**  **HCMCOU (Associated partner): Prof. Le Thi Thanh Thu**  ***EU partners presentation:***  **FH Joanneum: Mr. Dimitrios Doukas**  **ANECA: Mr. Rafael Llavori de Micheo**  **INCOMA: Mr. Juan Guerrero Caballero**  **AlmaLaurea: Mrs. Malgorzata Dudko** |
| 11.00 - 11.30 | Coffee break |
| 11.30 – 13.00 | **Introduction to the meeting and MOTIVE project overview**  1st presentation  Topics: Project rationale, Objectives, Expected results, Work packages, Deliverables and indicators  2nd presentation  Topics: Partner role, Gantt & mobility schedule  AlmaLaurea |
| 13.00 – 14.00 | Lunch |
| 14.00 – 14.15 | **MOTIVE-LAB MOVIE: Erasmus+ Projects Synergies in Vietnam**  STEPS Srl: Mr. Roberto Righi |
| 14.15 – 15.30 | **MOTIVE Project: Focused Sessions**  1st presentation  MOTIVE project website presentation  2nd presentation  Dissemination and Sustainability  AlmaLaurea, AJC, HANU, MOET |
| 15.30 – 16.00 | Coffee break |
| 16.00 – 16.30 | **MOTIVE Project: Next Steps**  WP 1.1, 1.2 and 1.3: Horizontal training for IT, researchers and administrative staff  WP 5.3: Handbook of best practices for dissemination  Next meeting planning  AlmaLaurea |
| 16.30 | **Open discussion and meeting conclusion** |
| 19.00 | Social Dinner, “Officine degli Apuli” Restaurant, Via San Lorenzo 4. |

*Vietnamese-English and English-Vietnamese simultaneous translation will be available*

**PLENARY 2**

**25 FEBRUARY 2020**

**-First Steering Committee, Management and Financial Meeting-**

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| 9.00 - 9.30 | Registration of participants |
| 9.30 – 11.00 | **Financial management**  1st presentation  General framework: Erasmus+ Programme guide; EACEA Grantholders meeting contents and reccomendation (Brussels, 27-28 January 2020)  2nd presentation  Financial management for budget headings:  Staff costs  Travel Costs  Costs of stay  Subcontracting  Equipment Purchase  AlmaLaurea, Project Consortium |
| 11.00 – 11.30 | Coffee Break |
| 11.30 – 13.00 | **MOTIVE Project Partnership agreements**  PA presentation  Dorel Manitiu  Open Discussion |
| 13.00 – 14.00 | Lunch |
| 14.00 – 15.30 | **Project Quality: main tools of implementation**  1st presentation  Focus on project quality  2nd presentation  Quality plan presentation  AlmaLaurea, UB |
| 15.30 – 16.00 | Coffee break |
| 16.00 | **Open discussion and plenary meeting conclusion** |

*Vietnamese-English and English-Vietnamese simultaneous translation will be available*

**26 FEBRUARY 2020**

**-Working Groups Meeting-**

Meeting point: Viale Angelo Masini 36, Bologna, at 9.30 AM

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| 10.00 – 12.30 | **IT and Research groups meeting (1)**  Planning and content discussion of WP 1.1, 1.2 and 1.3: Horizontal training for IT, researchers and administrative staff |
|  | Lunch |
| 14.00 – 15.30 | **Working groups meeting for project parallel sessions**  Bilateral meeting with European partner  Bilateral meeting with Vietnamese partners |
| 15.30-16.30 | **Presentation of the Almalaurea Graduate tracking report**  AlmaLaurea |
| 16.30 | **Open discussion and working groups meeting conclusion** |

**27 FEBRUARY 2020**

**University of Bologna, Department of International Relations, Via Filippo Re**

Meeting point: Via Filippo Re, Bologna at: to be confirmed by DIRI

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| 10.00 | **Workshop at International Department of University of Bologna (DIRI)**  Perspectives of new cooperation between Vietnamese Universities and University of Bologna |
|  | Coffee break |
| 14.00 | **Visit at University of Bologna, Rectorate** |